



Department of Public Safety and Correctional Services

DIVISION OF PRETRIAL DETENTION AND SERVICES OFFICE OF THE COMMISSIONER

400 E. MADISON STREET • BALTIMORE, MARYLAND 21202
(410) 209-4290 • FAX (410) 209-4250 • TOLL FREE (866) 274-0105 • V/TTY (800) 735-2258 • www.dpscs.state.md.us

Recruitment Bulletin

Promotional/Transfer Opportunity

STATE OF MARYLAND

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ASSISTANT COMMISSIONER

Recruitment for:

**Division of Pretrial Detention and Services
Baltimore City Detention Center
Baltimore, Maryland**

Classification:

**Correctional Officer Lieutenant
Environmental Compliance and Safety Officer
Class Code: 4083**

Salary: Grade 16, \$42,632 - \$68,250 (Temporary Salary Reduction Plan effective per Executive Order 01.01.2009.11, September 23, 2009 through June 29, 2010)

Closing Date:

June 25, 2010

This bulletin applies only to current employees of the Department of Public Safety and Correctional Services who are currently on the eligibility list for Correctional Officer Lieutenant and those in the classification interested in transferring. The Environmental Compliance and Safety Officer Lieutenant position is responsible for the administration of an environmental, health and safety program for the facility.

Preferred candidate will have knowledge of environmental, health and safety laws, regulations and standards and proficient computer skills. Preferred candidate will have a minimum of one year experience coordinating, conducting and reviewing institutional inspections. The duties of this position shall include, but are not be limited to:

- Planning, development, implementation and administration of an environmental, health and safety program in the institution and its associated facilities
- Ensures regulatory compliance through the use of facility inspections, identification and resolution of problems and provide guidance and training to facility staff
- Ensures enforcement of occupational safety and health laws, regulations and standards; recommends modifications to post orders

- Maintains inspection reports which document findings, areas of non-compliance and recommended corrective actions
- Coordinate all facility inspections, reviews and audits with management representatives before and after to discuss compliance and corrective actions

Mail State Application (MS100 Form) to:

Division of Pretrial Detention and Services
Human Resource Office
531 E. Madison Street
Suite J219
Baltimore, MD 21202
Attn: Monica Breckenridge, Personnel Specialist

Applications can be obtained from the Department of Budget & Management Website – www.dbm.maryland.gov

Applications will be reviewed for minimum qualifications, please ensure that application clearly identifies education and work experience.

Equal Opportunity/ADA Employer